

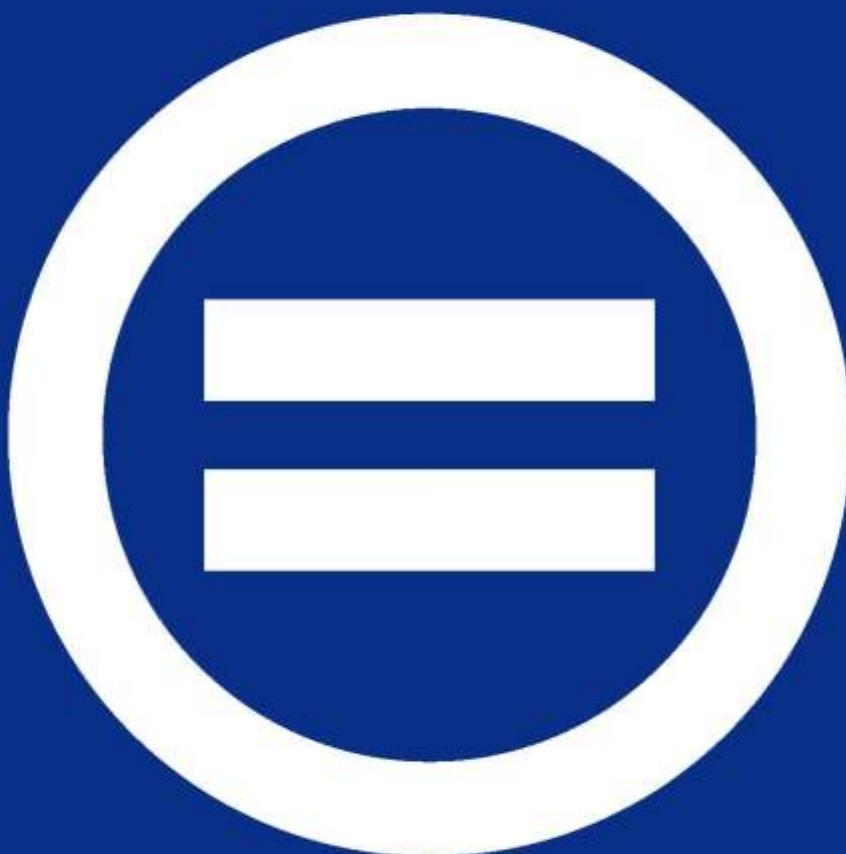
EAST AYRSHIRE COUNCIL

Education Authority
East Ayrshire Licensing Board



EQUALITY MAINSTREAMING

REPORT 2019-2021



Accessibility

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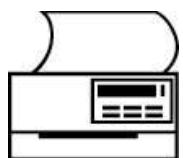
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INTRODUCTION

This is East Ayrshire Council's fourth Mainstreaming Report and sets out how equalities has been further mainstreamed into the functions and activities of our organisation. It also provides information on our schools, East Ayrshire Licensing Board and; demonstrates ways in which we have met the general and specific duties as set out in the Equality Act 2010.

Within this Mainstreaming Report we set out how we have continued to embed equalities into everyday practice based on our understanding of East Ayrshire, our communities, the challenges we face, our strengths and the opportunities available to us. This report also continues to communicate our commitment to ensuring that ever changing demography and multiple identities of our population and our commitment to providing good quality services for all our communities.

The Equality and Human Rights Commission Scotland recently published research report on the 'Effectiveness of Public Sector Equality Duty (PSED) Specific Duties in Scotland.' The report concluded that overall, there was limited evidence of change for people with protected characteristics. However, at the same time the report did highlight there were some examples of change for people with protected characteristics, including several where the link between the intervention and the outcome was clearly evidenced.

This also reflects the situation in East Ayrshire Council. This report highlights some of the wider range of work underway across our services which are contributing towards fair and equitable services for all our communities. However, we are aware that we cannot be complacent and further work is still required to ensure particular groups are not left behind.

Going beyond our legal requirements is a clear statement of our intent to deliver services that reflect and respond to the needs of all the communities we serve in East Ayrshire. We are the first local authority in Scotland that have their own Equalities Twitter account @EACEqualities. The Council also received LGBT Youth Scotland's Foundation Charter Mark, and created equality Impact Assessment Champions in each service area.

To highlight and demonstrate progress and good practice Case Studies have been integrated thought the report to illustrate good practice in mainstreaming equality.

BACKGROUND AND CONTEXT

On 5 April 2011, the Equality Act 2010 introduced a new public sector equality duty (also known as the General Equality Duty) which requires public authorities, in the exercise of their functions, to have due regard to the need to:

- eliminate unlawful discrimination, harassment and victimisation and any other conduct that is prohibited under this Act;
- advance equality of opportunity between people who share a relevant protected characteristic and those who do not share it; and
- foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

The focus of this report is on the progress the Council has made in mainstreaming the equality duty, as well as gathering and using the employment information in relation to equality.

EAST AYRSHIRE

East Ayrshire is a diverse area covering some 490 square miles with a population of 121,940 people spread over both urban and rural communities.

The population of East Ayrshire is projected to remain relatively static between now and 2031, while the rest of Scotland is set to increase.

East Ayrshire's population is ageing significantly, with the 65-74 age group projected to rise by 16% between 2019 and 2031. Importantly, there will be a significant increase in the 75+ age group, where there is a projected increase of 32%. In addition, the number of residents aged 85 and over is projected to increase markedly from around 2,650 to 3,546 representing a rise 34%.

Conversely, the working age population and children and young people aged 0-15 years are projected to decline slightly in the same period.

These changes present significant challenges for the shape and delivery of our public services and the resources required to deliver them. In particular, while most older people do not require formal support, as people live longer we know from experience that they are likely to develop health conditions which become complex and, as a consequence, require a growing reliance on local services.

LEADERSHIP AND GOVERNANCE

Community Planning in East Ayrshire – ‘East Ayrshire, One Plan’

The Council and its Partners approved the second Community Plan for East Ayrshire on 12 March 2015, which covers the period from 2015 to 2030. It builds on the longstanding and solid foundation of strong and effective partnership working in the delivery of the first twelve-year Community Plan and the many and notable achievements which have been realised throughout the area since its implementation in April 2003.

The Community Plan continues to be recognised as the sovereign planning document for the Council, providing the overarching strategic policy framework for the delivery of services by the Council and all Community Planning Partners. Importantly, the Plan acts as the Council’s Corporate Plan.

The Community Plan, underpinned by our Local Outcome Improvement Plan (LOIP), sets out the Community Planning Partnership’s ambition for our local communities through the achievement of agreed outcomes and provides the performance management framework to ensure effective links to the Scottish Government’s National Outcomes. As a partnership, we continue to take collective ownership for delivering our Community Plan and achieving improved outcomes.

EQUALITIES AND THE COMMUNITY PLAN

East Ayrshire Community Plan

The [Community Plan](#) is a 15-year Plan for the period 2015 to 2030 with a three-yearly review process built into the planning cycle.

Over and above our planned programme of action via our Delivery Plans, within each three year period the Community Planning Partnership Board will focus on two or three priority issues, with the expectation of a demonstrable shift in relation to performance.

The LOIP underpins our Community Plan and provides us with a clear understanding of place and communities, plans for the delivery of improved outcomes and a robust performance management framework. The LOIP details performance indicators and targets against which we will assess and improve performance.

Delivery Plans

The 2015-2030 Community Plan is delivered through high level, strategic Local Outcomes set out in our three Delivery Plans namely:

- [Economy and Skills](#);
- [Safer Communities](#); and
- [Wellbeing](#).

Through each Delivery Plan, we are taking forward the activities/actions that have been shown to make the biggest difference and will bring about real change for local people and communities.

The Delivery Plans have a 3-year lifespan and are dynamic documents to allow amendment, where appropriate, to take account of emerging agendas. The responsibility for driving forward the activity/actions within the Delivery Plans sit with the Community Planning Partnership Board, supported by three Strategic Lead Officers.

Though the development of the Community Plan and the delivery Plans, East Ayrshire Council has a clear vision to make East Ayrshire a better place to live and work by having services, better opportunities and better communities. Our strategic priorities for 2018-2021 are:

- **Older People:** adding life to years - tackling social isolation
- **Improving outcomes for children and young people:** with a particular focus on looked after children/young people and young carers
- **Community Led Regeneration:** empowering communities and building community resilience.

Below is a table that sets out the Key priorities under each Thematic Delivery Plan within the Council, including the East Ayrshire Health and Social Care Partnership, with the key priorities under each theme.

Within this context the cross-cutting themes of Equalities, Alcohol and Drugs, Child Poverty, Lifelong Learning and Youth Employment will flow through each of the key priorities identified below.

THEMATIC DELIVERY PLANS 2018-2021		
Economy and Skills	Safer Communities	Wellbeing
KEY PRIORITIES	KEY PRIORITIES	KEY PRIORITIES
Promote East Ayrshire as a great place to live, work and visit. Attract, grow and retain business. Develop a confident, successful, highly skilled workforce. Deliver the Ayrshire Growth Deal through a regional partnership.	Make East Ayrshire a safe, secure and attractive place to live, work and visit. Improve community safety in neighbourhoods and homes and protect and support our most vulnerable individuals and families. Promote our vibrant communities by encouraging active and responsible citizenship.	Children and young people, including those in early years, and their carers are supported to be active, healthy and reach their potential at all life stages. All residents are given the opportunity to improve their wellbeing, to lead an active, healthy life and to make positive lifestyle choices.
We will: Grow the business base. Accelerate the pace of infrastructure improvements. Revitalise and diversify our town centres. Ensure all our residents have the skills and qualifications needed for the world of work.	We will: Tackle crime and the fear of crime. Support residents to live safely and independently in their homes and communities. Reduce road casualties. Tackle drug supply and minimise the impact of drug misuse. Tackle domestic abuse and improve support for victims and families. Reduce vandalism, disorder and anti-social behaviour.	We will ensure: Older people and adults who require support and their carers are included and empowered to live the healthiest life possible. Communities are supported to address the impact that inequalities have on the health and wellbeing of our residents.
		We will ensure: Children have the best start in life. People are able to look after and improve their own health and wellbeing and live in good health for longer.

TRANSFORMATION STRATEGY

In addition to the delivery of our Strategic and Key Priorities will be the Council's Implementing our Transformation Strategy 2017-22. The Transformational Strategy has six Workstream Project Plans.

The report noted that, in order to remain financially sustainable, the Council will need to transform to become:

- a smaller Council employing fewer people whilst maintaining high quality key services;
- an engaged Council enabling communities to share decision making and providing opportunities for joint delivery of services;
- an agile Council with a well-trained, flexible workforce committed to serving communities and individuals;
- a modern Council using new technology to enable residents to access services digitally;
- an intelligent Council using data to understand and reduce demand through prevention and early intervention; and

- an effective Council focused on continuous improvement, good governance and long term sustainability.

In addition to setting out how the Council will meet the financial challenges that lie ahead, the Strategy confirms the need for a concerted effort towards a fairer, kinder and connected East Ayrshire, putting people and communities at the heart of everything we do.

FAIRER SCOTLAND DUTY

The Fairer Scotland Duty, Part 1 of the Equality Act 2010, came into force in Scotland from April 2018. It places a legal responsibility on particular public bodies in Scotland to actively consider ('pay due regard' to) how they can reduce inequalities of outcome caused by socioeconomic disadvantage, when making strategic decisions.

To fulfil their obligations under the Duty, the Council must be able to meet what the key requirement in each case:

- to actively consider how they could reduce inequalities of outcome in any major strategic decision they make; and
- to publish a written assessment, showing how they've done this.

Some other considerations worth bearing in mind are as follows:

- The Duty applies from 1 April 2018 and does not cover decisions made before this date.
- The Duty also does not override other considerations – such as equality or best value.
- The Duty is nevertheless a key consideration, underpinned by statute.

The Equality and Human Rights Commission (EHRC) is the Regulator for the Fairer Scotland Duty and will be closely involved with monitoring and the development of best practice for the Duty, particularly in the first three years, seen by the Scottish Government as an implementation phase.

The Scottish Government published [Interim Guidance](#) as they stated that the final guidance would be developed with public bodies, grounded on experience of working on the Duty and reflecting the good practice that's already in place. The Duty is subject to a three year implementation phase the Scottish Government will be working with the Equality and Human Rights Commission – the Duty regulator – to make sure the Duty delivers better decision-making.

Joint Cabinet with Young People

Young people from across East Ayrshire came to Council HQ to take part in the first ever joint meeting of the Council's Cabinet and Children and Young People's Cabinet in August 2018.

The Young People's Cabinet is made up of school pupils, Modern Apprentices, young carers, looked after young people and other young people from local communities. Topics discussed at the meeting included Brexit and how it affects our young people and the wider community; bringing development to our communities through, for example, skate parks; public



transport links and helping our young people to succeed.

The meeting was held as part of the Council's Year of Young People celebrations and was hailed a great success by both the young people, Elected Members and Chief Officers of the Council.

Depute Provost and Children's Champion Claire Leitch said: "What was really amazing about this meeting was being able to see Chief Officers and young people sitting as a collective and sharing good ideas and good practice, then collating it all in a way that everyone could understand in order to try to make a difference in East Ayrshire."

Councillor Douglas Reid, Leader of the Council and Chair of Cabinet said: "It was fantastic to welcome the Young People's Cabinet to this joint meeting and to get their perspective on issues that are important to them. I hope they've taken a lot away from the meeting as I know myself, my fellow Elected Members and our Chief Officers have. We look forward to working closely with the Young People's Cabinet in the future and to the joint Cabinet becoming an annual event."

MAINSTREAMING EQUALITIES IN SERVICE PROVISION

Mainstreaming the equality duty is an organisational responsibility, and leadership and employee awareness is central to its success. The Council has further developed a range of mechanisms and processes to ensure that consideration of equalities underpins everything we do and that there is effective leadership at all levels.

Spokesperson for Equalities

The Council have continued its commitment to ensure that Equalities is at the forefront. In 2013, it was agreed that in order to enhance integration of and focus on the equalities agenda an Elected Member has responsibility for Equalities was developed. This has continued and the new role has been further enhanced to incorporate Equalities, Social Incision and Poverty.

Equalities Structure

The Council's Corporate Equalities Strategy Group (CESG), established in 2005, is chaired by the Chief Executive and comprises representation at a chief officer level from all departments of the Council. The Group ensures a strategic approach to the equalities agenda across the Council; ensures effective monitoring in relation to equality issues; and maintains a consistency of approach to equality issues with particular emphasis on the continuation of mainstreaming equalities.

The equalities structure within the Council was reviewed in 2016 to ensure that it continues to serve the purpose of the Council's arrangements and strengthens the mainstreaming of equalities.

In order to further mainstream equalities into the Council's corporate structure, it was agreed that a new Operational Equalities Group was established that links into the CESG and replaced the former Departmental Groups. This Group was formed in 2016 and meets on a quarterly basis in advance of the CESG to ensure that information in relation to local and national policies are discussed and disseminated.

To ensure that the Equalities Duty is understood and mainstreamed across the Council, all service areas that are impacted upon by the equality duty, or that provide a front facing service, are represented on the Group.

Equalities Forum

East Ayrshire Council established an Equalities Forum in 2008, which is now chaired by the Elected Member for Equality, Inclusion and Poverty and comprises individuals and members of groups, representing all of the protected characteristics; Elected Members; Council officers and partner representatives.

The Equalities Forum meets twice per year and, in addition, an annual equalities event is held, which reviews achievements in the previous year and identifies issues for consideration in the coming twelve months. Equalities Forum members have discussed and debated a wide range of issues, including communication, promoting citizenship, transport issues, Integrated Health and Social Care and the potential impact of Welfare Reform. There have been presentations and workshops from Police Scotland, Scottish Fire and Rescue Service, AccessAble, and we have held joint Forum Meetings with the Children and Young People's Forum. Forum members have also been involved in the development of strategies and policies such as the Housing Allocations Policy and the Recruitment and Selection Policy, and in the development of the Council's Budgets.

The Forum continues to grow in membership with the group widened to represent religious establishments, Tenant's Associations, and LGBTQ, however we are always looking for new members to join who have a common aim of promoting equality and inclusion and who would like to work in partnership with the Council to help shape services and policy.

An interim review of the Equalities Forum was undertaken in June 2018, which confirmed that Forum members feel engaged and involved in Council business, and want to continue meeting. The Forum continues to grow in membership with the group widened to represent religious establishments, Tenant's Associations, and LGBTQ, a local group representing lesbian, gay, bi-sexual, transgender and people who are questioning their sexual orientation.

Refugee Resettlement

The Council have welcomed families to East Ayrshire through our Refugee Resettlement Programme. Early in the refugee crisis, our Council committed to working with the Scottish Government, in whatever way possible, to help those refugees in need of urgent assistance and support. In December 2015, we welcomed our first families to East Ayrshire and we are currently supporting 13 families: 55 people in total and this includes 29 children who attend various schools and nurseries across East Ayrshire. Support is provided across a broad range of our services including housing, health and social care, education and vibrant communities. We have worked closely with our communities, including local faith organisations and community groups, to help families to integrate fully and peacefully into local life and to make sure they feel safe and settled, as quickly as possible.



The Celebration and Taster event, held in January 2019 at the Grange Campus, Kilmarnock brought together some of our local families from Syria and Iraq, along with many of those who support our Resettlement Programme, including elected members, colleagues, partners and local community representatives. The night celebrated our different cultures and highlighted the friendships and bonds that have been formed within our communities, through this work.

The Council's Facilities and Property Management Service worked with some of the mums from our Syrian and Iraqi families to prepare the food for the event and a wonderful buffet, containing samples of Syrian and Iraqi food and traditional Scottish dishes were served.



During the evening, some of the children recited poems in Scottish dialect, along with an Arabic Nursery Rhyme and some of the adults told us about their journeys and shared their experiences of life in Scotland. Some of the stories are harrowing and beyond our comprehension ... what was very evident however, was the extent to which people felt welcome and safe. One dad spoke for many when he said 'thank you for helping us to get control of our lives again!'

It was a great evening, with delicious food, great entertainment and brilliant company. Occasions such as this remind us of the impact of our work in local government and the power of community support. I am delighted that our families have settled into our communities so well and made East Ayrshire their home.



Equality and Impact Assessment (EIA)

The Council has in place a process to ensure that policies and strategies are assessed in line with the general and specific duties. In 2016 the Council developed a new on-line EIA Toolkit to ensure ease of access for employees undertaking EIAs. The new system allows EIAs to be tracked, updated and quality assessed by an approved assessor. The system also allows for a summary of the EIA to be published directly onto the Council's website.

To support the rollout of the new on-line EIA Toolkit, a training package was developed in house and is presently being rolled out to all employees involved in undertaken EIAs. An awareness session on the new EAI Toolkit was also delivered to our Elected Members to ensure that not only were they aware of their responsibility in relation to decision making, but also how the toolkit has been designed, how to complete the EIA and where they can access the information.

The on-line EIA Toolkit was showcased to 11 local authorities and one Health and Social Care Partnership in December 2017 and was received extremely positively in relation to ease of use, tracking and monitoring. As a result a number of local authorities are exploring the possibility of a similar toolkit.

The toolkit was also showcased to the Scottish Government, and again they have expressed an interest in not only the toolkit but also training methods used to ensure that there is buy-in to understanding and completing the process.

Further training was provided to our Elected Members in August 2018 to raise the profile of the toolkit and to ensure that there is on-going engagement with our Elected Members in relation to the EIA process.

Young People's Forum

East Ayrshire Young People's Forum comprises of Members of the Scottish Youth Parliament, Secondary Pupil Councils, Local Youth Forums, Looked After and Accommodated Forum, young people with a disability, representatives from minority ethnic groups, young employees from East Ayrshire Council, representatives from the two colleges in East Ayrshire and Elected Members.

The Forum members have discussed issues such as Lesbian Gay Bisexual and Transgender (LBGT) community and the problems of discrimination, the Council's annual budget consultation and debated employment and young people. They also took part in a training event to enable them to take on the task of representing the young people in their organizations.

The Year of Young People 2018 was an opportunity to celebrate the amazing achievements and contributions of our young people.

The Council's Vibrant Communities Service worked with young people to co-design our Year of Young People programme. A high impact, celebratory events programme, with young people at the heart of development and delivery will create new and valuable experiences for East Ayrshire's young people, families and visitors.

Colour Run Launch

Kicking off the year was an explosion of colour to celebrate the launch at the Howard Park, Kilmarnock in February 2018 with a colour run. The park was a particularly colourful place as over 100 young people were showered with vibrantly shaded powder to celebrate the East Ayrshire launch of the Year of Young People.



Intergenerational Project

An application to the Lottery Heritage Fund was awarded for an Intergenerational Project to commemorate the 100th Anniversary of the First World War.

The project brought together four older adults in their 60s and 70s and eight young people who ranged from 15-20 years of age. Throughout the project the group mixed with one another, sharing stories about the First World War as well as learning from the extensive knowledge that the different generations held. Together the group steered the direction of the project, learning about areas of interest such as trenches and weapons, local war heroes and loved ones who were left at home.

The group, along with two Vibrant Communities staff, visited the Somme in France over the commemorative weekend in November 2018. The group visited battlefields, trenches and a significant number of war graves. On 11 November 2018 the group participated in a commemorative service at the Theipval Memorial creating a strong bond of friendship and understanding during an emotional ceremony. The weekend was enjoyed by all and everyone learned a great deal.

Throughout the visit, the group created vlogs which explained the emotional rollercoaster they had been on. This was turned into a short film about the project to give others the understanding all about the war. This project would not have been possible without the help of the National Lottery Heritage Fund.

2018 Year of Young People Awards

The Young People Awards Evening in December 2018 was a wonderful and a very fitting end to a remarkable year. Young People were recognised for their achievements, diversity and civic contribution's to East Ayrshire.

The steering group worked to create a fantastic event held at Dumfries House, developing the categories, helping to shortlist and vote on category winners. In addition to this, the group chose a wonderful theme and provided ideas for decoration, decided the choice of meal and worked to ensure the evening was a great success. The event was hosted by Jim Todd, Provost of East Ayrshire and Ryan Chynoweth a member of the steering group, this is a great example of the partnership and co-delivery throughout 2018.



It was decided this event would showcase these talents and reward young people for their contributions. The evening was part funded by Cash back for Communities and each of the Awards were sponsored by local companies, reducing cost implications of the event. In addition to this, videos of the different nominations were created, shown at the event and will be used for future promotion and publicity of our special young people in East Ayrshire and to create a legacy of the day.

MAINSTREAMING EQUALITIES PARTNERSHIP WORKING

The Council has a long and successful history of partnership working, particularly through our Community Planning Partnership. Our specific partnership arrangements in relation to the equalities agenda include the following:

- Ayrshire Equality Partnership
- LGBT+ Development Group
- East Ayrshire Violence Against Women Partnership
- Equalities Forum
- Ayrshire Shared British Sign Language (BSL) Group
- Young People's Forum
- Equality Network
- LGBT Youth Scotland
- CEMVO

- Scottish Refugee Council

The Council continues to review and update arrangements for partnership working to ensure that we collectively work for all members of our communities and to share resources to ensure that mainstreaming is embedded locally and across the East, North and South Ayrshire.

AYRSHIRE SHARED BRITISH SIGN LANGUAGE (BSL) LOCAL PLAN

The Scottish Government wants Scotland to be the best place in the world for BSL users to live, learn, work and visit. This means that people whose first or preferred language is BSL will be fully involved in daily and public life, as active, healthy citizens, and will be able to make informed choices about every aspect of their lives.



Following on from the success of developing shared equality outcomes across the various partners in Ayrshire, a decision was taken to develop a shared British Sign Language (BSL) Local Plan. A BSL Action Plan Working Group was established in September 2017 to take forward a partnership approach to developing an Ayrshire Shared BSL Action Plan.

This group has representation from the three Ayrshire Councils, three Ayrshire Health and Social Care Partnerships, NHS Ayrshire & Arran, Ayrshire College and representation from the Deaf community. The working group were keen that BSL representation were involved at every stage of the development and will continue to be involved as we move forward to delivery.

The Ayrshire Shared Local Plan sets out what the partners will do to support BSL users in Ayrshire, covering early years and education; training and work; health, mental health and wellbeing; transport; culture and the arts; justice and democracy. It describes the actions the eight partners will take between 2018 and 2024, including:

- Improving access to a wide range of information and public services in BSL
- Investigating the level of BSL of teachers and support staff in schools
- Enabling parents who use BSL to be fully involved in their child's education
- Improving the experience of students who use BSL, when they move from school to college, university, training and the world of work
- Improving access to health care and mental health services in BSL
- Removing obstacles to BSL users participating.

Helen Morgans-Wenhold, Local Authority Lead, British Deaf Association welcomed the move as a positive step, "The Ayrshire Shared BSL Plan places the region in a great position for promoting access and inclusion for Deaf BSL users. We congratulate Ayrshire for involving BSL users in all levels from the start to the end. We wish you great success for the next six years."



Ayrshire Deaf Youth Club

A new Ayrshire Deaf Youth Club was launched on Friday 22nd March 2019, for young people aged 10 – 18 years of age in East Ayrshire.

The main aim of the club is to provide supportive friendships, give young people an opportunity to take part in activities in a local area, and to increase community participation.

The Deaf Youth Club is supported by the three Ayrshire Councils and provides a partnership approach to delivering services for young deaf people living in Ayrshire. The club provides an opportunity to raise self-esteem and confidence of young deaf people in Ayrshire, and provides a safe environment for young people to learn and take part in activities outside a school setting.

Some of the activities/workshops planned for the club are:

- Arts and crafts;
- Employment workshops;
- Health and wellbeing;
- Lip-reading;
- Movie Nights;
- Music.

MAINSTREAMING EQUALITIES IN PROCUREMENT

The procurement of goods and services to support the Council, including education and the East Ayrshire Licensing Board's activities is undertaken by the Council.

All procurement activity by the Council is required to meet basic principles of transparency, accountability, fairness and proportionality. The Council procurement documentation is regularly reviewed to meet the requirements of new legislation and case law and has been examined in the context of the Equality Act 2010 and supporting guidance.

The Council continues to ensure equality is mainstreamed into our procurement processes including:

- Carrying out public procurement, and mainstreaming the general equality duty, through use of the European Single Procurement Document by Scottish Government which is used as a template for the selection of suppliers including Equality and Diversity.
- Agreement that the degree to which equality and diversity requirements are specified and incorporated within procurement documentation would vary according to the goods, services or works being purchased and these are assessed on a case by case basis.
- The majority of the main suppliers to the Council are awarded contracts by National Procurement.

The Council continues to recognise that our activities have an effect on the society in which we work, and that developments in society affect our ability to work successfully.

The Council's Procurement Department is committed to achieving environmental, social and economic aims that tackle these effects.

Our tendering activity has increased in recent years and the governance increased through development of Standing Financial Instructions, Procurement Operating Procedures and work instructions in line with the Public Procurement Reform (Scotland) Act 2014 and Procurement Regulatory Requirements 2016. This ensures that the environmental, social, equality and diversity aspects of procurements are addressed appropriately.

They also actively promote the use of national frameworks, as mentioned above, and these have been awarded under the same procurement regulation requirements. The use of contracts is mandated through the use of electronic ordering from catalogues thus reducing off contract spend and maximising the environmental, social and economic benefits achieved.

Ayrshire Growth Deal

The Ayrshire Growth Deal (AGD) is a partnership being driven forward by East, North, and South Ayrshire Councils. AGD brings together a wide-range of exciting projects that will have the biggest positive economic impact Ayrshire has ever seen.

The AGD presents a major opportunity to strengthen the Ayrshire, Scottish and UK economies. Targeted investment, coordinated throughout Ayrshire, will act as a powerful catalyst to stimulate growth, resulting in increased job opportunities and prosperity for Ayrshire, for Scotland and for the UK as a whole.

The Ayrshire Growth deal is based around five broad themes:

- Aerospace and Space
- Energy
- Marine
- Manufacturing
- Tourism

The Growth Deals give local areas specific powers and freedoms to help support economic growth, create jobs or invest in local projects. A number of areas across the UK are already benefiting from significant investment through government deals, including Aberdeen and Glasgow in Scotland.

Thanks to confirmed investment (as at January 2019) from both the UK and Scottish Governments – of £100 million each – with further funding to come from the three Ayrshire Councils, Ayrshire now has the opportunity to realise the area's potential and become a world-class business region for the aerospace and space, energy, marine, manufacturing and tourism industries.

The AGD initiatives also presents an important opportunity to break down some long-entrenched barriers for sections of our communities (particularly women, disabled people and ethnic minorities) in sectors such as construction, digital technology, biopharma and the creative industries. To ensure that the AGD successfully challenge these barriers, the three Councils are working with the Equality and Human Rights Commission's 'Equality and Investment' project which is designed to support and work collaboratively with Councils to support marginalised groups within Ayrshire. By providing a strategic focus for the work, and by working collaboratively with the AGD Team, the EHRC intends to add

value to the work by offering bespoke support which will enable us to develop our own priorities within the AGD context.

Accessible Housing

The ground has been officially broken at Cessnock Road, Hurlford, where the Council's strategic partner CCG (Scotland) Ltd is building a new assisted living development.

The development, which will be similar to the award winning Lilyhill Gardens development in the centre of Kilmarnock, is designed to support people with learning disabilities to live independently and safely in their own homes with the support of an on-site Care Provider and assistive technologies.

The homes will be bright, energy efficient and will have specially designed features including wet rooms and rise and fall kitchen units in wheelchair accessible ground floor flats. All of the flats will be served from an internal street, which will face onto a residents' private garden.

At Cessnock Road, 13 assisted living homes will be built, with an on-site Care Provider's staff base, all located adjacent to the existing community centre. This will ensure that residents can live independently and safely in their local community, with support from health and care services, in a positive environment that promotes social interaction.

The community will also see benefits from the build with our strategic partner, CCG (Scotland) Ltd, taking on six local young people as apprentices to learn skills and earn qualifications.

MAINSTREAMING EQUALITIES IN EMPLOYMENT

EMPLOYMENT MONITORING

East Ayrshire Council is one of the largest employers within East Ayrshire and believes that the recruitment and employment of Council employees, at all levels, is an important activity through which mainstreaming can be achieved. By having a more diverse workforce, the Council can provide better quality services to all our citizens.

The Council aims to have a diverse workforce. The benefits of having a diverse workforce that is broadly representative of the local population is that the Council is seen as an employer of choice and identify key issues in employment. Analysis of our employee information may also lead us to consider positive action. This allows the Council to take certain action with the aim of enabling or encouraging people who share a protected characteristic to:

- overcome or minimise a disadvantage connected to that characteristic;
- meet any needs that are different from the needs of those who do not share that characteristic; or
- participate in an activity where their participation is disproportionately low.

The Employee Information Report, contains data that has been collected and collated from a number of sources including the Council's Integrated Payroll and Human Resources system (CHRIS21) and the Council's Recruitment Portal (national myjobsctoland portal).

East Ayrshire Council's Human Resources Team have analysed the information, and some gaps have been identified and work will be undertaken to better improve the data collection. The information available is based on the periods 1 January 2017 – December 2018. A full analysis can be viewed [here](#).

Local Labour Market and Employability

The unemployment rate for East Ayrshire from October 2017 – September 2018 was 6.1% which is above the Scottish average of 4.2%. East Ayrshire has the fourth highest rate compared to all other 31 local authorities in Scotland. Employment is one of the most strongly evidenced determinants of health, the World Health Organisation (WHO) notes that 'unemployment puts health at risk' and 'unemployment has a direct bearing on the physical and mental health and even life expectancy for unemployed people and their families'. Unemployment therefore has a direct impact upon service provision.

Supporting employability is a shared goal of the Community Planning Partnerships and the Council is committed to contributing to this goal, and as such the Council works in partnership with local providers to help address issues of unemployment undertaking the following activities:

Engaging a Young Workforce

Within East Ayrshire Council we currently have distinct routes into employment for young people. These include Apprenticeships, Graduate Internships and through Work Experience Placements.

The Council's Draft Workforce Plan details actions including to engage and develop a younger worker force and to provide a consistent Apprenticeship Pathway for use across all services. One of the reasons for this is that we have an ageing workforce, with 25% being aged 55 and over, and also to support our local economy through the provision of apprenticeships to develop the workforce of the future.

Work Experience Placements

Work experience placements are co-ordinated through the East Ayrshire Works programme, and includes a wide range of opportunities delivered by a number of partners through a range of programmes:

- Employability Pipeline
- Youth Employment Initiative
- Poverty and Social Inclusion

This service helps people who may have been unemployed for a long period of time, gain skills, experience and training they need to get back into the workplace. This is an outward facing service which looks for work placements for people living in East Ayrshire to find routes into employment in local businesses.

Schools Work Placements

The Council participates in the Schools' Work Experience Placement Programme. This involves taking secondary school pupils, (normally S4 to S6 year), for one week's placement within various departments throughout the organisation, thus giving the pupils some understanding of the working environment and also ensuring that they are better

prepared for working life. Not only does this forge links with the local community, it also helps promote the organisation and attract local school leavers as future East Ayrshire Council employees.

Graduate Internships

The Council participates in the internship programme. Graduate Internships are open to residents of East Ayrshire who have graduated with a HNC, HND or Degree and have not yet secured employment or are unemployed, having been unable to find employment in their chosen field.

We recognise the need to support the transition into employment and to maximise the opportunity to build on the experiences gained by graduates during their university experience by giving them the opportunity to consolidate and expand on their learning in the world of work.

Interns are provided with an intensive programme of support and development by the Council's Organisational Development team. This programme includes an induction process, regular development sessions and the completion of a shared project. There is support as well as preparing CVs, job application and undertaking mock interviews.

Project Search

Project SEARCH is a supported internship programme, designed to help young people with learning disabilities and/or those on the autistic spectrum into work. The programme offers young people with learning disabilities, including those on the autistic spectrum, aged 17 to 29 years a one-year work placement.

Interns will spend their day at University Hospital Crosshouse where they will explore a variety of jobs and career paths. They will also receive intensive, personalised support to prepare them for and help them find work.

Equal Pay

The Council is committed to the principles of equality of opportunity in employment and believes that employees should receive equal pay for the same or broadly similar work, or work rated as equivalent and for work of equal value, regardless of their protected characteristics. To achieve this, pay systems require to be transparent, based on objective criteria and free from unlawful bias. Our Human Resources Service have produced an equal pay statement can be found on our website.

East Ayrshire Council as an employer has ensured, via the nationally agreed pay scales, to pay the Scottish Living Wage, of £9.07 per hour from the 1 April 2019, is the minimum pay rate.

Hate Crime

The Things Tae Dae Social Hub launched a new Hate Crime DVD in February 2018 at Cumnock Town Hall.

The Hub produced a local hate crime DVD to raise awareness and how to report it. They travelled to the Sky TV Academy in Livingston and produced a DVD which they then built a live drama around.

Next they applied to the Council's Participatory Budgeting process for funding, intending to revisit the Sky Academy and update the DVD but in the meantime, the academy had put an age restriction on who could use their facility. In discussion with the Participatory Budgeting Board, it was agreed that they could use the funding and film locally. The new DVD was therefore filmed entirely in Cumnock. Local People, Community Planning Partners and Elected Members were invited along to watch the DVD and the accompanying drama performance which the audience found very powerful and thought-provoking as it was based on someone's real-life experience of hate crime.



The Hub has been doing some great work with the Council's Adult Protection Unit and Police Scotland to really try and make people understand the devastating impact that hate crime can have on people in our communities.

For further information on hate crime, please visit <https://www.east-ayrshire.gov.uk/SocialCareAndHealth/Protecting-people/Adult-protection/Hate-Crime.aspx>

MAINSTREAMING EQUALITIES IN EMPLOYEE DEVELOPMENT

Employee Information

East Ayrshire Council greatly values the contribution of its employees in the delivery of services to local communities. As an employer, we are committed to equality and treat our employees with the dignity, respect and consideration they deserve, helping staff to reach their full potential at work. We also recognise that a diverse organisation with a range of abilities, experience and skills is more likely to be sensitive to the needs of the diverse community that we serve.

As outlined in our previous mainstreaming reports, the Council continues to provide opportunities for flexible working practices balancing both individual and organisational needs.

Use of Equality and Diversity Workforce Data

Equality and diversity workforce data is routinely used to support both workforce planning and Human Resources activities.

The full range of equality and diversity strands are used in the context of employment relations, recruitment, redeployment, and promoting attendance undertaken by Human Resources employees.

Age and gender strands have a particular focus within workforce planning and are routinely used and reported within workforce plans and intelligence. This detail has also been essential in work undertaken in relation to the Working Longer Review. Maternity detail also features in workforce planning discussions given the gender and age profile in some of services correlates to elevated maternity leave rates in comparison to the overall organisational rate.

Equalities and Diversity E-Learning

In addition, to ensure all employees and Elected Members are trained and developed to fulfil their role and responsibilities within the Equalities Act 2010 a number of equality and diversity training courses are delivered.

Equality and Diversity training is provided for Elected Members and is mandatory for all employees. It is delivered through an online training course designed in Partnership by the OD team and the Corporate Officer (Equality and Diversity). A face to face course can be delivered for employees unable to undertake the e-learning course. This course is mandatory for all new employees. From January 2017 to December 2018 1,294 employees have undertaken the e-learning equality training and 165 employees have received face to face equality training.

Equality and Diversity training continues to be included in the Council's Corporate Induction process, and delivered by the Corporate Officer (Equality and Diversity).

A number of other e-learning courses are available to raise awareness equality issues in the workplace and in relation to our Service delivery. These include:

- Gender based violence
- LGBT training and
- Respectful Relationships
- PREVENT
- Nil By Mouth

The Council strives to deliver continuous improvement by providing new and relevant learning opportunities. Nil by Mouth seeks to ensure that communities are free from sectarianism. The Council is delivering training within our schools and to employees to promote communities where cultural and religious diversity is respected and celebrated by everyone.

We continue to review our training in relation to employee development to ensure that the training remains relevant.

Development of an On-Line Equality and Impact Assessment (EIA) Training

EIA training ensures that all relevant employees have the skills and knowledge necessary to assess Council Strategies, Policies and Plans in relation to their potential impact on people and groups with protected characteristics as standard practice. A new training course was developed in 2016/17 to compliment the new on-line EIA and is presently being rolled out to all our employees involved in the development of policy.

An awareness session was also delivered to our Elected Members to ensure that they are aware of the new process. Elected Members were fully engaged and asked for further access to the new system. This training was also be delivered to the new administration during 2017/18 following the Local Government Elections in May 2017.

The Council continue to access information on the Scottish Government [Equality Evidence Finder](#). This tool makes it easier for people to locate and access equalities information, and provides a wealth of data and other evidence with accompanying commentary, background papers, and links to further information which can enhance the development of polices and EIAs. The Scottish Government updated and re-launched this tool at the end of 2018 which now receives data updates more frequently and has a number of enhanced interactive data visualisation options.

Chinese New Year Celebrations

The KULOC Chinese Community Association held is a community organisation based in East Ayrshire. It provides a range of services to ensure the community have independence.

Kuloc not only provide vital support to the Chinese Community locally but also believe that the

organisation allows the Scottish community to learn of their culture and heritage which is vital to be socially included." The association provides services like welfare, social and

recreational activities, education, health and interpreting. Kuloc work closely with the Council and schools to ensure that there is a two communication channel of learning.

This partnership approach always come to fruition during the Chinese New Year and for the past 3 years Kuloc in partnership with the Council and Community Planning Partners host a parade beginning each year at the Cross in Kilmarnock.

The Lok Lion Dance Team have worked with local schools to not only inform pupils of the Chinese culture, New Year traditions, but also to teach the Lion Dance, and this year was no different.



MAINSTREAMING EQUALITY IN EDUCATIONAL SERVICES

Access to quality services is an entitlement for all learners irrespective of where they live in East Ayrshire, or their gender, race, ethnicity, disability, sexual orientation, learning difficulty or disadvantage.

The overall aims are to develop quality learning and teaching environments and facilitate the building of supportive learning communities within the context of Early Childhood Centres, Primary, Special and Secondary Schools.

The Council has:

- 2 early childhood centre (2-5 years)
- 2 early childhood centres (0-5 years)
- 3 early childhood centres (3-5 years)
- 9 integrated primary school with early childhood centre (2-11 years)
- 3 integrated primary schools with early childhood centres (0-11 years)
- 16 integrated primary schools with early childhood centres (3-11 years)
- 11 standalone primary schools
- 3 special schools
- 8 secondary schools.

Through further mainstreaming equality into what we do, we will build on our work to date and:

- embed the culture across all educational establishments which fosters respect, choice and understanding and values diversity;
- continue to ensure that unlawful discrimination, harassment or bullying is not tolerated;
- better understand and address the needs of different groups;
- continue to ensure that our strategies, policies, services and plans are assessed in relation to their impact, particularly on groups and individuals who share protected characteristics; and
- importantly, improve outcomes for all of the people who live and work in East Ayrshire.

Best practice activities in relation to equalities are showcased across the Council. Educational establishments engage fully with these events to keep equalities at heart of what we do.

The range of events noted below support the promotion of diversity:

- Holocaust Memorial Day;
- LGBT History Month, including the annual flag raising;
- International Women's Day;
- Gypsy Roma Traveller Month;
- Learning Disability Week;
- International Day for Older People;
- Anti-bullying Week; and
- International Men's Day

Holocaust Memorial Day



Pupils from a selection of East Ayrshire Schools gathered in January 2019 to show their respect and share experiences in Council HQ Chambers for Holocaust Memorial Day.

Students from Kilmarnock Academy, St Josephs and Loudoun Academies and Park School all gave very varied and moving presentations about their experiences and research into the Holocaust, their visits to the death camps in Europe.

Interspersed with their testimonies, Councilors Ian Grant, John McGhee, Elena Whitham and Cabinet Member for Equalities, Councillor Clare Maitland all gave readings with personal stories from survivors and personal experiences.

In a moving culmination to the event, representatives joined to light candles and hold a minute's silence to remember all those who've been lost and suffered from the Holocaust and subsequent genocides.

Victims of more recent genocides in Rwanda and Bosnia were also remembered.

Early Years

The Scottish Government recognises that there are challenges in developing the expansion plan in relation to funding, infrastructure and the availability of an early years workforce to deliver the new entitlement.

Early Learning and Childcare Expansion Planning Guidance for Local authorities was issued in at the end of March 2017 with the expectation that Expansion Plans will set out the key infrastructure, workforce and delivery model approaches. The authority has made significant progress in planning for early years expansion and has piloted 2 year old provision in centres in EAC.

Given the transformative nature of the expansion and the potential structural changes that will result in service redesign, it is challenging to assume that the system would be able to move smoothly from providing 600 hours to 1140 hours overnight.

Therefore, growth in services has been suitably phased over the planning period, having started in 2017/18 and continuing to 2020, in order to help manage community engagement, service development and wider change across the sector.

The latest update notes that phase 1 of the expansion plan was for eight EAC establishments and two Partner Providers to deliver 1140 hours. Three Early Childhood Centre's are now delivering 1140 hours on a full day, full year basis; while four are delivering on a term time basis. The two Partner Providers are now delivering a term time service.

Phase 2 for implementation in August 2019 plans for six full day, full year establishments, seven term time establishments and three partner providers with recruitment for phase 2 anticipated to commence in February 2019.

Arrangements for implementation of the Scottish Government's Blueprint for 2020, and the associated requirement to deliver 1140 hours childcare has previously been reported to Cabinet. Members will be aware that delivery will require a significant expansion in appropriately trained and qualified staff. To support this growth area, and mitigate against the workforce reductions in other areas of the Council, a career change pathway has been developed. This framework will provide the opportunity for up to 45 employees to become an Early Learning and Childcare Practitioner, with support provided to achieve the necessary qualifications and experience. To support the disparate needs of this workforce, and to ensure the Council can maximise the opportunity to train and retain staff to work in Early Years, in-house delivery of training is felt to offer the most flexibility and control over quality. A small team, comprising a coordinator and three assessors, will initially be put in place to support the workforce needs of this expanding area.

Early Childhood Centres have supported the Violence Against Woman Partnership by taking part in the *16 days of Action Against Violence* during the months of November and December. The focus for early years during the 16 Days of Action over the last 2 years has been *promoting positive relationships in the early years*.

Examples of activities that have taken place in centres to support the 16 days of action are:

- open days
- inviting parents into centres and providing workshops to inform parents how staff work with the children to promote positive relationships.
- inviting parents to take part in play activities with the children



Riccarton ECC celebrating Scotland's best Education Scotland inspection using How Good is Our School? (4th Edition).

East Ayrshire Support Team (EAST)

The EAST Team consist of teachers, and classroom assistants, and work collaboratively with Learning Communities and schools to provide effective support for children and young people (aged 3-18 years) with additional support needs to help them achieve their individual targets and reach their full potential.

The EAST Team recognises the importance of positive cooperative working and aims to build positive working relationships with all partners that children/young people are supported appropriately and timeously on their lifelong journey.

East is made up of:

- Core Support Team
- English as an Additional Language Team
- Visual Impairment Team
- Early Language Centre
- Hospital Education Service

The EAST Team continues to provide support to the Syrian Refugees who attend our early years centres, primary schools and secondary school, although this work has been demanding at times, is has been extremely rewarding for not only the children, but also for their families, schools, pupils and the local community.

In addition, the Peripatetic Hearing Impairment Service supports those children and young people with a hearing impairment

School Estate Programme

The delivery of a number of new schools, together with the extensive refurbishment programme of existing schools and the proposed enhance of existing early years provision, provides state of the art education facilities and deliver high quality learning environment, leisure and recreational facilities which will have a positive impact on raising educational attainment and equipping our young people for the world of work.

Key projects are highlighted as follows:

William McIlvanney Campus Kilmarnock: Works were completed in March 2018, and demolition of the existing James Hamilton Campus and New Farm Primary School were completed at the end of 2018.

Barony Campus Cumnock, works commenced on site in April 2018. The first phase (pitches and running track) was completed in early 2019. Works to the main school are expected to be completed by July 2020.



Young people, school staff and council representatives at the naming ceremony for the schools of the forthcoming Barony Campus.

Dyslexia Friendly Schools

Fourteen amazing schools and specialist provisions received a prestigious award at the fourth annual East Ayrshire Dyslexia Friendly Schools Award Ceremony, held at Dumfries House, Cumnock.

East Ayrshire Dyslexia Friendly Schools cultivates inclusive learning environments where pupils' talents can flourish.

The model embraces national best practice in early (and least intrusive) assessment and intervention, to meet the literacy needs of all learners. In addition, learner participation is actively encouraged to develop skills for life-long learning.

All schools are actively encouraged to engage with parents, carers and members of the school community to create classroom environments catering for all learning styles to make learning easier and more accessible for everyone.

Each of the 14 winning establishments had key aspects of their journeys showcased and Councillor Fiona Campbell, Cabinet member with Responsibility for Skills and Learning presented the well-earned awards.

Bronze Award: Bellsbank Primary, Catrine Primary, Dalmellington Primary, Dalrymple Primary and Newmilns Primary

Silver Award: St Xavier's Primary and Stewarton Academy

Gold Award: Barshare Primary and EAST Campus



Four primary schools and one specialist provision received the first ever East Ayrshire Dyslexia Friendly Schools Gold Maintenance Award: Annanhill Primary, Galston Primary, Gargieston Primary, Sorn Primary and Cumnock Supported Learning Centre.

This inclusive approach creates a community of learners where everyone is encouraged to fulfil their potential.

The efforts, dedication and continued commitment showcased today are a real inspiration. I congratulate them all on their well-deserved recognition

Pupils Learn About Violence Prevention

Pupils from Park School, Cumnock Supported Learning Centre and Kilmarnock, Grange, Loudoun, Stewarton, Cumnock and Auchinleck Academies took part in a Mentors in Violence Prevention (MVP) programme recently at the Grand Hall in Kilmarnock. The programme explored gender-based violence, recognising the scope of violent behaviour and child protection issues.

Through MVP, mentors are trained to speak out against rape, dating violence, sexual harassment, bullying and all forms of violent and abusive behaviour using real life scenarios that speak to the experiences of young people in secondary schools

The programme is supported by East Ayrshire Women's Aid and Police Scotland, both of whom also led workshops at the event.

The programme helps young people in secondary schools to tackle issues that relate to culture, beliefs and attitudes towards violence, in particular gender-based violence.

Crucially, it alerts pupils to the responsibilities they have to intervene or report such incidents if they witness them or become aware of them. All of the pupils who took part were really engaged and willing to learn more about this topic which sadly affects far too many people in our society today.

Rights Respecting Schools

Supporting the embedding of children's rights across the curriculum, the department has continued to work in partnership with UNICEF, providing a number of courses supporting educational establishments in achieving Rights Respecting Schools Award status.

Loudoun Academy was the first school to achieve the prestigious RRS Gold Award in 2018 and the vast majority of centres are now enrolled on the programme or well underway at all levels of award.



Cllr Campbell, Scott Robertson (HT), Rachel McCaffrey (PTPS) and pupils celebrating their award.

EAST AYRSHIRE LICENSING BOARD

Constitution

The Board is constituted in terms of Section 5 of the Licensing (Scotland) Act 2005. The Board is entrusted with the administration of liquor licensing and with certain other statutory duties.

The Board is comprised of 10 elected members of the Council, elected at the first Council Meeting after each ordinary Council election. A Licensing Board must consist of at least 5 members.

Board meetings are held in public but deliberations can be made in private. All decisions taken by the Board must be made in public.

The Council is charged with the responsibility for providing such property and services as are required in respect of the proceedings of the Board.

Statutory Governance

This Strategy sets out how the Board is meeting its duties in terms of equality and diversity legislation. The Equality Act 2010 introduced a single equality duty covering the nine protected characteristics of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

The single equality duty is in two parts. The general duty came into effect from 5 April 2011, and requires public authorities to have due regard to the need to eliminate unlawful discrimination, advance equality of opportunity and foster good relations. The specific duties, which came into effect on 27 May 2012, provide a framework to help public authorities meet their general duty, such as a duty to report progress on mainstreaming the equality duty.

Apart from equalities duties, the Board has objectives laid down in statute specifically related to work around which the Board must organise all of its licensing functions as detailed below:

Board Staff

East Ayrshire Licensing Board is supported by a Clerk, a Depute Clerk and support staff. All staff carrying out the Board's responsibilities are recruited and employed by the Council. The Council also employs two Licensing Standards Officers.

LICENSING FORUM

The Licensing Forum ("the Forum") is the medium through which the Board can engage with representatives of all parts of the community and ensure community views are taken into account in the development of Board policies and guidelines.

The Licensing (Scotland) Act 2005 lays down statutory groups that must be represented within the Forum, these being:

- holders of premises licences and/or personal licences
- the Chief Constable for the area
- persons having functions related to health, education or social work

- young persons
- persons resident within the Forum's area
- Licensing Standards Officer

The Act also prescribes minimum and maximum members for the Forum. At present there are 15 members, comprising of:

3 holders of premises licenses and personal licences
 1 representative of the Chief Constable
 1 Elected Member
 2 persons having functions related to health, education or social work
 2 persons resident in the East Ayrshire Council area
 1 representative of the Health Board
 4 persons representing Community Councils
 1 Licensing Standards Officer.

The Board undertook equality training to ensure that there is an understanding of equality issues in relation to the work of the Board, and this was repeated for new members following the Local Government Elections in May 2017.

The Board understands that equality of opportunity is not achieved by treating everyone in the same way, but by recognising that sometimes it is necessary to treat people differently to allow them the same opportunities to participate and achieve their potential. Therefore, the success of the Board's policies and functions in the future will depend on its ability to work with representatives of diverse groups. The Forum is the main vehicle for this involvement and the makeup of the Forum is therefore of primary importance. The Council is responsible for the appointment of and support for the Forum.

Procurement

The procurement of goods and services to support the Board's activities is undertaken by the Council on the Board's behalf. The Board recognises the Council continues to take measures to address equality in its procurement activities.

Employment Considerations

Employees employed to deliver the Board's functions are covered by the employment policies of the Council's on recruitment and selection, training and development, and flexible working opportunities. The Council's policies on harassment, equal opportunities and maternity and paternity apply. The Licensing Board, as it is not an employer, is not required to provide public employee data. Information on the Council's employees concerned have however been incorporated into the Council's Reports, along with the Council's pay gap information and equal pay statement.